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UNITED STATES DEPARTMENT OF AGRICULTURE
Food Production Administration
Washington, D. C.

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U. S. DEPARTMENT OF AGRICULTURE
March 18, 1943

Food Production Memorandum No. 6

Compliance with Food Production Orders

1. The primary responsibility for securing compliance with Food Production Orders is placed in the agency or branch of the Food Production Administration, administering the Order at the Washington level. In the day-by-day administration of Orders, agencies and branches will give due regard to the necessity of securing compliance, and will direct their efforts toward this end through educational means. All available information facilities will be utilized to inform persons concerned regarding provisions of Orders and the need to comply. When appropriate, industry advisory committees or other similar groups may be utilized to the extent permitted by law. All proper steps will be taken through normal administrative channels to avoid violations and the resulting necessity for formal investigation and punitive action.

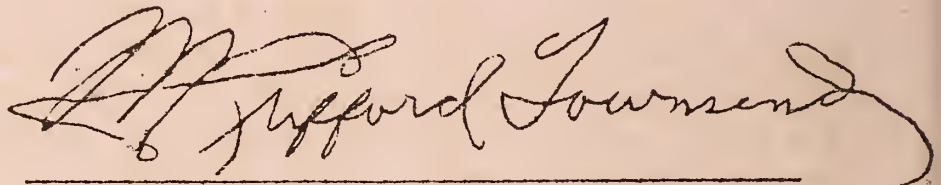
2. State and county USDA War Boards may be asked to participate in compliance activities when they are engaged in the administration of an Order, or when War Board interests are involved. Requests for War Board participation in compliance activities will be cleared through Mr. J. Joe Reed, Assistant to the Director for War Board Services. Although War Boards may be asked to provide reports on violations and to furnish pertinent data available to them, War Boards will not be asked to perform formal investigations.

3. When violations of Orders are reported, the branch or agency concerned will make the initial determination of what, if any, action is required. If an agency or branch chief finds that a reported violation requires a formal investigation, he will request Mr. John B. Wilson, Jr., Chief of the Administrative Branch, to have such an investigation made, and will provide Mr. Wilson with all information in his possession relating to the reported violation. In the performance of investigations as required by this memorandum, Mr. Wilson is authorized to use any investigative personnel of the Food Production Administration or other available investigative facilities.

4. Upon completion of the investigation, the report made by the investigator, together with any other pertinent documents including information originally provided by the agency or branch, will be forwarded by Mr. Wilson to the agency or branch chief concerned. If upon review of the findings of the investigation, the agency or branch chief finds that there has been no violation, or that the violation is of such minor character as to require no further action, he will so notify Mr. Wilson and the case will be considered closed.

5. If the agency or branch chief finds that a violation has been committed which requires further action, he will refer the case to the Compliance Committee of the Food Production Administration, either with or without specific recommendation for farther action. The Compliance Committee will consist of Mr. J. Joe Reed and Mr. John B. Wilson, Jr. In addition, the chief of the agency or branch concerned will serve as a member of the Committee during the consideration of cases referred to the Committee by himself.

6. The Compliance Committee will determine the proper action to be taken by the Food Production Administration, and if circumstances warrant, will refer violations to the Solicitor for legal action.

A handwritten signature in cursive script, reading "L. H. Stifford Townsend". The signature is written in dark ink and is positioned above a horizontal line.

Director of Food Production